

INDEPENDENT ACCOUNTANTS REPORT  
ON APPLYING AGREED UPON PROCEDURES  
TOWN OF SPARKS, OKLAHOMA  
JUNE 30, 2014

RALPH OSBORN  
CERTIFIED PUBLIC ACCOUNTANT  
500 SOUTH CHESTNUT  
P.O. BOX 1015  
BRISTOW, OKLAHOMA 74010-1015  
osborncpa0487@sbcglobal.net

# Ralph Osborn

*Certified Public Accountant*

500 South Chestnut  
P.O. Box 1015  
Bristow, OK 74010  
osborncpa0487@sbcglobal.net

(918) 367-2208  
(888) 413-2208  
Fax (918) 367-1034  
or (888) 261-6468

**Independent Accountant's Report  
On Applying Agreed Upon Procedures  
To the Specified Users of the Report:**

**Town Council, Town of Sparks  
Sparks, Oklahoma**

**Oklahoma Office of State Auditor and Inspector  
Oklahoma City, Oklahoma**

I have compiled the accompanying Summary of Changes in Fund Balance - Modified Cash Basis of Town of Sparks, Oklahoma as of and for the year ended June 30, 2014 and the related Budgetary Comparison Schedules - Modified Cash Basis for the General Fund and Police Fund. The financial statements have been prepared in a format and basis of accounting as prescribed by Oklahoma Statutes, that demonstrates compliance with the modified cash basis and budget laws of the State of Oklahoma, which is a comprehensive basis of accounting other than accounting principles generally accepted in the United States of America. I have not audited or reviewed the accompanying financial statements and, accordingly, do not express an opinion or provide any assurance about whether the financial statements are in accordance with the modified cash basis and budget laws of the State of Oklahoma.

The management of Town of Sparks, Oklahoma is responsible for the preparation and fair presentation of the financial statements in accordance with the modified cash basis of accounting and for designing, implementing, and maintaining internal control relevant to the preparation of the financial statements.

My responsibility is to conduct the compilation in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants. The objective of a compilation is to assist management in presenting financial information in the form of financial statements without undertaking to provide any assurance that there are no material modifications that should be made to the financial statements.

Management has elected to omit substantially all of the disclosures ordinarily included in financial statements prepared on the modified cash basis of accounting. If the omitted disclosures were included in the financial statements, they might influence the user's conclusions about the Town's financial position, results of operations, and cash flows. Accordingly, these financial statements are not designed for those who are not informed about such matters.

Additionally, we have performed the procedures enumerated below which were agreed to by the specified users of the report, as identified above, and as defined within the applicable state laws of the State of Oklahoma solely to assist the Town in meeting its financial accountability requirements as prescribed by Oklahoma Statutes 11-17(105-107) and 60-180.1-.3 and evaluating compliance with specified legal or contractual requirements for the fiscal year ended June 30, 2014. Management of Town of Sparks, Oklahoma is responsible for the Town's financial accountability and its compliance with those legal and contractual requirements.

This agree-upon procedures engagement was conducted in accordance with the attestation standards established by the American Institute of Certified Public Accountants and the additional requirements in Oklahoma Statutes 11-17(105-107) and 60-180.1-. The sufficiency of the procedures is solely the responsibility of those parties specified in this report. Consequently, I make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested of for any other purpose.

#### Procedures and Finding

As to the Town of Sparks as and for the fiscal year ended June 30, 2014:

1. Procedures Performed: From the Town's trial balances, I prepared a summary of changes in fund balances for each major fund and compared the schedule results to the statutory prohibition of creating fund balance deficits to report any noted instances of noncompliance.

Findings: I found no instances of noncompliance.

2. Procedures Performed: From the Town's trial balances, I prepared a budget and actual financial schedule for the General Fund and compared the actual expenditures and encumbrances reported to the authorized appropriations to report any noted instances of noncompliance with appropriation limitations.

Findings: I found no instances of noncompliance.

3. Procedures Performed: From the Town's trial balances, I prepared a budget and actual financial schedule for the Police Fund and compared the actual expenditures and encumbrances reported to the authorized appropriations to report any noted instances of noncompliance with appropriation limitations.

Findings: I found no instances of noncompliance.

4. Procedures Performed: I agreed the Town's material bank account balances to bank statements, and traced timely clearance of significant reconciling items to report any significant or unusual instances of reconciling items that have not been cleared.

Findings: I found no instances of noncompliance.

5. Procedures Performed: I compared the Town's uninsured deposits to fair market value of pledged collateral to report any amounts of uninsured and uncollateralized deposits.

Findings: I found no uninsured or uncollateralized deposits.

6. Procedures Performed: I compared use of material-restricted revenues and resources to their restrictions to report any noted instances of noncompliance.

Findings: I found no instances of noncompliance.

7. Procedures Performed: I compared the accounting for the Town's activities by fund to the legal and contractual requirements for separate funds to report any noted instances of noncompliance.

Findings: I found no instances of noncompliance.

8. Procedures Performed: I compared the Town's account balances in reserve accounts to contractually required balances and debt service coverage requirements of bond indentures to the actual coverage to report any noted instances of noncompliance.

Findings: I found no instances of noncompliance.

As to the Town of Sparks Grant Programs, as of and for the fiscal year ended June 30, 2014:

1. Procedures Performed: From the Town's trial balances, I prepared schedules of grant activity for each grant/contract and compared the receipts and disbursements to grant agreements and supporting information to report any noted instances of noncompliance with the grant agreement(s).

Findings: There were no grant programs noted.

I was not engaged to and did not conduct an audit, the object of which would be the expression of an opinion on compliance. Accordingly, I do not express such an opinion. Had I performed additional procedures, other matters might have come to my attention that would have been reported to you.

This report is intended solely for the information and use of the specified users, as identified above, and is not intended to be and should not be used by anyone other than these specified parties.

Sincerely,

A handwritten signature in cursive script that reads "Ralph Osborn".

Ralph Osborn  
August 11, 2014

TOWN OF SPARKS  
SPARKS, OKLAHOMA  
SUMMARY OF CHANGES IN FUND BALANCE  
MODIFIED CASH BASIS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2014  
(UNAUDITED)

	Beginning of Year Fund <u>Balances</u>	Current Year <u>Receipts</u>	Interfund <u>Transfers</u>	Prior Year <u>Disbursements</u>	Current Year <u>Disbursements</u>	End of Year <u>Fund Balances</u>
General Fund	\$ 42,787	\$ 29,537	\$ -	\$ -	\$ (28,562)	\$ 43,762
Police Fund	<u>4,629</u>	<u>15,559</u>	<u>-</u>	<u>-</u>	<u>(12,478)</u>	<u>7,710</u>
Overall Totals	<u>\$ 47,416</u>	<u>\$ 45,096</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ (41,040)</u>	<u>\$ 51,472</u>

Please see accompanying Accountants Reports.

TOWN OF SPARKS  
SPARKS, OKLAHOMA  
BUDGETARY COMPARISON SCHEDULE  
MODIFIED CASH BASIS  
GENERAL FUND  
FOR THE FISCAL YEAR ENDED JUNE 30, 2014  
(UNAUDITED)

	<u>Budgeted Amounts</u>		<u>Actual</u>	Variance with Final Budget
	<u>Original</u>	<u>Final</u>	<u>Amounts</u>	<u>Positive (Negative)</u>
Beginning Budgetary Fund Balance:	\$ 42,787	\$ 42,787	\$ 42,787	\$ -
Resources (Inflows):				
Sales tax	24,000	24,000	19,345	(4,655)
Franchise tax	3,300	3,300	3,476	176
Other taxes	3,400	3,400	3,666	266
Miscellaneous	2,700	2,700	2,868	168
Grant	-	-	-	-
Interest Income	-	-	182	182
Total Inflows	<u>33,400</u>	<u>33,400</u>	<u>29,537</u>	<u>(3,863)</u>
Amounts Available for Appropriation	<u>\$ 76,187</u>	<u>\$ 76,187</u>	<u>\$ 72,324</u>	<u>\$ (3,863)</u>
Charges to Appropriations(Outflows):				
General Government:				
Contract labor	7,000	7,000	5,800	1,200
Maintenance, Operations, Repairs	60,000	60,000	22,762	37,238
Capital Outlay	<u>7,000</u>	<u>7,000</u>	<u>-</u>	<u>7,000</u>
Total General Government	<u>74,000</u>	<u>74,000</u>	<u>28,562</u>	<u>45,438</u>
Total Charges to Appropriations	<u>74,000</u>	<u>74,000</u>	<u>28,562</u>	<u>45,438</u>
Ending Budgetary Fund Balance:	<u>\$ 2,187</u>	<u>\$ 2,187</u>	<u>\$ 43,762</u>	<u>\$ 41,575</u>

Please see accompanying Accountants Reports.

TOWN OF SPARKS  
SPARKS, OKLAHOMA  
BUDGETARY COMPARISON SCHEDULE  
MODIFIED CASH BASIS  
POLICE FUND  
FOR THE FISCAL YEAR ENDED JUNE 30, 2014  
(UNAUDITED)

	<u>Budgeted Amounts</u>		<u>Actual</u>	Variance with Final Budget
	<u>Original</u>	<u>Final</u>	<u>Amounts</u>	<u>Positive (Negative)</u>
Beginning Budgetary Fund Balance:	\$ 4,629	\$ 4,629	\$ 4,629	\$ -
Resources (Inflows):				
Fines and Forfeitures	<u>15,000</u>	<u>15,000</u>	<u>15,559</u>	<u>559</u>
Total Inflows	<u>15,000</u>	<u>15,000</u>	<u>15,559</u>	<u>559</u>
Amounts Available for Appropriation	<u>\$ 19,629</u>	<u>\$ 19,629</u>	<u>\$ 20,188</u>	<u>\$ 559</u>
Charges to Appropriations (Outflows):				
Public Safety:				
Police expenses	<u>17,000</u>	<u>17,000</u>	<u>12,478</u>	<u>4,522</u>
Total Public Safety	<u>17,000</u>	<u>17,000</u>	<u>12,478</u>	<u>4,522</u>
Total Charges to Appropriations	<u>17,000</u>	<u>17,000</u>	<u>12,478</u>	<u>4,522</u>
Ending Budgetary Fund Balance:	<u>\$ 2,629</u>	<u>\$ 2,629</u>	<u>\$ 7,710</u>	<u>\$ 5,081</u>

Please see accompanying Accountants Reports.